



Attollo Engineering

Document Number: FRM-020

Document Revision: 001

JOB DESCRIPTION

Approval Date: 3/30/2023

Job Title:	Controller	Job Category:	Administrative
Department/Group:	Business Operations	Job Code:	N/A
Location:	Camarillo, CA	Travel Required:	Infrequent
Level/Salary Range:	Competitive pay BOE	Position Type:	Full Time
HR Contact:	jobs@attolloengineering.com	Date posted:	January 26, 2024
Will Train Applicant:	Yes	Posting Expires:	Click here to enter a date.
External posting URL:	N/A		

JOB DESCRIPTION:

Attollo Engineering is a manufacturer of compact and highly functional opto-electronic imaging and LIDAR devices. Attollo is growing fast and is an exciting place to work with great vision for the company and its people. Attollo provides competitive salary compensation, a generous insurance package, and 401K matching.

Attollo is seeking to hire an up and coming financial candidate who will lead financial functions and general business operations, which includes general oversight of contract, export compliance, and human resources. This is an excellent opportunity to handle a range of tasks and responsibilities for a dynamic technology company.

ESSENTIAL DUTIES:

- Oversee accounting and financial aspects of the company
- Oversee purchasing, accounts payable, and accounts receivable
- Oversee external accountants (government contact accounting and tax accounting)
- Coordinate financial planning and financial goal setting
- Support contracts review and negotiations
- Help with export compliance
- Oversee benefits and benefits providers (Medical, Dental, Vision, 401(k))
- Ensure humans resources compliance
- Work with bank(s) to ensure best use of funds and proper line of credit

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Degree in business
- At least 5 years of experience in corporate finance functions

PREFERRED SKILLS

- Well organized, attention to detail, able to handle a range of tasks and responsibilities
- Oversight of business operations areas outside of financial
- Leading teams
- Any experience with contracts negotiation, export compliance and working with government customers a plus.

Reviewed By:		Date:	
Approved By:		Date:	Click here to enter a date.
Last Updated By:	John Baumann	Date/Time:	2/13/2024 1:59 PM